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1 5 NOV 1084

MEMORANDUM FOR: Executive Officer to the DDA

FROM:

Daniel C. King, Director of Logistics

SUBJECT:

Agency Emergency Support Plan

REFERENCE:

Multipe adse memorandum from EO to the DDA dtd 05 November 1984, Subj: Agency Emergency

Support Plan (DDA 84-3246)

The Office of Logistics has no essential employees who staff the offices listed in and who would require transportation during an emergency.

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Daniel C. King

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OL/IMSS/EBC

(09 Nov 84)

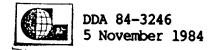
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ADMINISTRATIVE - INTERNAL USE ONLY



MEMORANDUM FOR:	Director of Communications Director of Data Processing Director of Finance Director of Information Services Director of Logistics Director of Medical Services Director of Personnel Director of Security Director of Training and Education	
FROM:		STA
	Executive Officer to the DDA	
SUBJECT:	Agency Emergency Support Plan	
l. Per copy attached), please provide a list of those individuals who are required to report for (or remain) on duty in an emergency situation such as a severe snow storm, etc. Your list must be restricted to a small number of personnel who are essential to the operation of the Agency. Senior officials should not be included automatically on this list. The list should be in priority order to the extent possible. The distance employees live from duty stations should be considered in the identification process.		
2. Please provide your list to the EO/DDA no later than 14 November 1984.		
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Attachment		

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